

CITY of ANGELS



Incorporated in 1912

Post Office Box 667 • 584 South Main

ANGELS CAMP, CALIFORNIA 95222

Phone (209) 736-2181 • Fax (209) 736-0709

www.angelscamp.gov

Groundwater Monitoring Sampling and Regulatory Reporting

REQUEST FOR PROPOSALS

The City of Angels is currently looking for a consultant to conduct activities related to the Sampling of the City's groundwater monitoring wells, perennial springs, and effluent (Re-Reg Pond) including regulatory reporting required by the California Regional Water Quality Control Board (CRWQCB). *The City will report all information to CRWQCB*

The City of Angels, incorporated in 1912 as a General Law City, is located in the central portion of Calaveras County in the Mother Lode region. The latest Census reports show the City of Angels with a population of approximately 3,600 residents. The City encompasses approximately 3.7 square miles. The City of Angels General Plan was adopted in 2009.

ANTICIPATED SCHEDULE

January 6, 2012:	RFP issued.
February 10, 2012:	Proposals due by 4:00 p.m.
March 6, 2012:	Contract Award ed
March 19, 2012:	Contracted work commencement date

Proposals must identify all members of the team that will work on this project and provide qualifications and references. If subconsultant(s) will be a part of the team, please identify whether the primary consultant has worked with the proposed subconsultant(s) before and identify the title and nature of these projects. The City will evaluate the teams experience with similar projects when making its selection. Proposals must identify the leader of the team and there must be a commitment for this person to attend all important meetings, as identified by the City, throughout this process.

Proposals must identify all costs associated with this project including, but not limited to, costs of all sampling and testing for three years (quarterly and semi-annual testing) in accordance with the attached City of Angels Long Term Groundwater Monitoring Program and site plan for the 4 springs, 2 wells, and 1 re-reg pond. **Three (3)** copies of the proposal are required as well as one electronic copy in Word/Excel based programs.

Proposals must be submitted no later than **4:00 p.m. on Friday, February 10, 2012**

Prior to commencing work, the selected consultant shall;

- **Prepare the final work program**
- **Prepare a time schedule**
- **Prepare a three year budget inclusive of all cost related to the project**
- **Enter into a contract agreement with the City of Angels for three years, with an option for an annual extension up to and including two additional years.**

Scope of Work

The Scope of Work for this project will be quarterly and semi-annual sampling in accordance with City of Angels Long Term Groundwater Monitoring Program.

Groundwater Study and Antidegradation Analysis

The Consultant will perform monitoring and reports for four quarters after which the Consultant will prepared a Groundwater Study and Antidegradation Report, in accordance with the **CRWQCB** monitoring regulations. The Consultant will continue with semi annual monitoring and reports following the fourth quarter. At a minimum the study and report shall include the following:

- A. Creating an electronic water quality and elevation database in Microsoft Excel format and updating the database as quarterly water quality data is collected. Said database shall be made available to and become property of City of Angels.
- B. An introduction that includes discharger information, project description, purpose, analysis approach, and environmental setting.
- C. A Summary of regulatory requirements, including the **CRWQCB** Resolution No. 68-16 (Antidegradation Policy).
- D. Defining applicable water quality standards as appropriate, including those promulgated in the **CRWQCB** Basin Plan and water quality goals for potable water and agricultural uses.
- E. A summary of effluent quality, including a description of pertinent chemicals generated from industrial and commercial wastewater treatment.
- F. A summary of collected monitoring data, including pertinent time series charts and data tables.
- G. A groundwater quality assessment, including a statistically based background and compliance assessment for constituents of primary concern, including EC, TDS, sodium and chloride, nutrients such as nitrates, and coliform
- H. A preliminary assessment of the alternatives for maintaining existing water quality, including increased reclamation, regionalization, pollutant source minimization, source water change, or advance treatment, balancing the environmental benefits with the socio-economic considerations.

- I. An assessment of the consistency with the Antidegradation Policy.
- J. A proposed long term groundwater monitoring program for inclusion in the WDRs.

Proposal Content and Format: The proposals shall be submitted on 8.5 by 11-inch paper signed by an authorized individual of the professional services provider, and include all of the following:

- A. Firm description and statement of qualifications.
- B. Contact information: Name, phone number, and e-mail address of contact person.
- C. Statement of your understanding of the work required.
- D. Statement of your general approach to accomplishing the work.
- E. List of similar projects completed by the firm in the last five years with references.
- F. Proposed work program and schedule: Attach a schedule outlining the activities or tasks which you propose to perform and a timeline for performances of these tasks. Discuss any constraints to this schedule.
- G. A list of personnel who will be working on this project and a description of their qualifications and relevant experience.
- H. An itemized cost breakdown with a total not to exceed amount, indicating the total time and expenditure for each major task, including hourly rate of key personnel as well as travel costs.
- I. Rate for additional work, if required.
- J. Prior to the start of work Consultant must provide the minimum \$1,000,000.00 liability insurance and worker's compensation.
- K. Proposals are to be received by the City of Angels no later than February 10, 2012

Additional Materials: As an option, consultant proposals may include up to two examples of similar work to demonstrate the written and graphic competencies of the consultant team.

Proposals should be sent to:

City of Angels
Attn: Michael McHatten, City Administrator
P.O. Box 667
Angels Camp, CA 95222

Notification and Selection Process:

City Staff will evaluate all proposals received by the deadline. Based on selection criteria, qualified consultant teams may be selected for separate interviews with City staff prior to making the

recommendation to the City Council. The staff recommendation will be presented to the City Council for contract authorization.

The City of Angels exercises its discretion in selecting a firm or individual that presents the proposal that, in sole judgment of the City, best serves the interest of the City. The City reserves the right to waive minor irregularities in any proposal, reject any proposal that fails to meet the proposal requirements in any respect, to reject all proposals for any reason whatsoever, or to cancel in part or in its entirety the Request for Proposal.

Conflict of Interest: Consultant warrants and covenants that no official or employee of the City, nor any business entity in which an official of the City has an interest has been employed or retained to solicit or assist in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the City.

Questions: If you have any questions about this project or need additional information, please contact:

Michael McHatten

City Administrator

Office: (209) 736-2181

Fax: (209) 736-0709

michaelmchatten@angelscamp.gov